

MEMORANDUM FOR: All NOAA Employees

From: Eduardo J. Ribas
Director, Workforce Management Office

Date: March 18, 2005

Subject: Announcing the 2005 NRAP Call for Applications

I am pleased to announce the Call for Applications for the 2005 NOAA Rotational Assignment Program (NRAP). This program is a learning and knowledge management component of NOAA's Strategic Human Capital Management Plan. Over 100 agency-wide NRAP developmental opportunities have been posted for which employees may now apply. **All applications must be submitted by COB Friday, April 15, 2005, using the new online process located on the NRAP website at <http://oceanservice.noaa.gov/nrap>.** Once you submit your application online, you will receive an automatic email confirmation that your application has been received. Your supervisor will be copied on that email.

On the NRAP website you will be able to:

- * View all the available NRAP professional opportunities/rotational assignments, or search for assignments submitted by a Line/Staff Office or by a job category;
- * Apply online for up to three rotational assignments using only one application form, by listing the priority order (1, 2 or 3) for the assignments you select; and
- * Obtain answers to commonly asked questions concerning NRAP policy.

To learn more about the rotational assignments, an **NRAP Fair** will be held on Tuesday, April 5, 2005, from 11:00 a.m. – 1:30 p.m. in the NOAA Science Center, Silver Spring, MD. Line and Staff Office representatives will be at the NRAP Fair to answer your questions about the opportunities being offered.

NRAP offers employees the opportunity to compete for short-term (3-6 month) rotational assignments in their current office or a different NOAA Line or Staff Office. Some assignments are offered to employees who reside within a specific local geographic area, while other assignments are offered to employees NOAA-wide. All travel-related expenses for NOAA-wide opportunities are the responsibility of the host offices.

This program is open to all full-time permanent civilian NOAA federal employees, which includes general schedule, pay banding, wage grade and wage marine. An applicant's latest performance rating must have been a "meets or exceeds expectations" or equivalent. Willingness to accept rotational assignments may require temporary mobility.

Your 2005 Line/Staff Office NRAP Coordinator, listed below, is available to provide you assistance.

LO/SO	Name	E-mail
NESDIS	Cindy Pawlish	cynthia.pawlish@noaa.gov
NMAO	Jeanne Kouhestani	jeanne.g.kouhestani@noaa.gov
NMFS	Janell Richardson	janell.richardson@noaa.gov
NOS	Ruth Moore	ruth.moore@noaa.gov

NWS	Denise Hamilton	denise.hamilton@noaa.gov
OAR	Tyra Brown	tyra.brown@noaa.gov
PPI	Susan Kennedy	susan.a.kennedy@noaa.gov
Staff Offices	George White	george.e.white@noaa.gov

For additional questions, you may also contact Shirley Miller, NRAP Program Manager, at Shirley.A.Miller@noaa.gov or at (301) 713-0539 x133.

I encourage you to consider applying for an NRAP opportunity. This agency-wide employee development program can be of great benefit to you, as well as to NOAA.